

**Corrected
MINUTES
Regular Session
THE DESIGN REVIEW BOARD
TOWN OF CAMP VERDE COUNCIL CHAMBERS
TUESDAY, July 22, 2008
3:00 PM**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Board motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**
The meeting was called to order at 3:03 p.m., Vice Chairperson Hough presiding.
2. **Roll Call**
Vice Chairperson Hough, Board Members Brinkman, Norton, and P&Z Commissioner Liaison Howard Parrish were present; Chairperson Binick arrived at 3:07 p.m.; Members Darby and Holguin were absent.

Also Present: Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Parrish.
4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.
 - a. **Approval of Minutes:**
June 24, 2008 – Regular Session
 - b. **Set Next Meeting, Date and Time:**
August 26, 2008 – Regular SessionOn a motion by Hough, seconded by Norton, the Consent Agenda by a 4-1 vote was approved as presented; P&Z Liaison Parrish abstained.

P&Z Liaison Parrish indicated he would abstain from voting on approval of the Minutes during the first call for a vote on the Consent Agenda since he had not been present at that time; after Chairperson Binick arrived, it was decided to re-address this item, resulting in a vote of 4-1.
5. **Call to the Public for Items not on the Agenda**
There was no public input.
6. **Public Hearing, Discussion and possible approval of DRB 2008-30: An application submitted by Matt Lamont of Moran Architects, agent for Qwest Corporate Real Estate, owner of parcel 404-22-019A, for Design Review approval of an addition to existing Qwest switching facility located at 387 S. Third Street. Property is zoned C2-4.**
On a motion by Binick, seconded by Brinkman, the Board unanimously approved DRB 2008-30, an application submitted by Matt Lamont of Moran Architects, agent for Qwest Corporate real Estate, owner of Parcel 404-22-019A, as presented.

STAFF PRESENTATION

Sr. Planner Mike Jenkins reviewed the use of the building as a telephone switching facility since 1959 and a subsequent variance granted in connection with an expansion that created a deficient setback from the property line along Hollamon Street. The facility is un-manned, only requiring periodic maintenance and equipment updates; requires no landscaping or parking requirements. The required screening between zoning districts is in place; the Town Engineer has approved the grading and drainage plans.

PUBLIC HEARING OPEN

Applicant's Statement

The Director of Operations, representing Moran Architects, outlined the history of the building construction and displayed a chart to illustrate the location of the proposed addition ; he confirmed that there would be no new lighting and no change to access loading for maintenance activity. The members briefly discussed the existing mechanical yard, the surrounding zoning, screening, and the Qwest representative described the planned off-white cream color for the addition that will blend with the existing structure.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Board Discussion

There was comment that the facility serves an important utility, matches what is in that area, does not add to traffic, and it would seem to be unreasonable to request any architectural changes; expansion of the building appears necessary to meet the needs of the community.

Following the hearing on Item 6, Chairperson Binick resumed his seat of office to preside over the remainder of the meeting; Item 4 was then re-addressed.

7. **Public Hearing, Discussion and possible approval of DRB 2008-20: An application submitted by Marlin Parker of Rocky Construction, owner of parcel 403-23-006F, requesting design review approval of a proposed mechanic shop and perimeter fencing. This development will be located on Cherry Road off of Highway 260 and across the street from Jobsite Concrete and Fed Ex. The subject property is zoned C3.**
On a motion by Hough, seconded by Parrish, the Board voted 4-1 to approve DRB 2008-20, with the Findings of Fact and Stipulations as noted by staff; with a 'no' vote by Binick.

FINDINGS OF FACT AND STIPULATIONS

1. The motion detector lighting must be kept on the motion-sensing setting and pointed towards the ground a maximum of a 2-degree angle deflection allowed from vertical;
2. The chain link fence will be 6-foot in height, galvanized;
3. Hackberry trees, 5-gallon size, will be used for screening and also placed along the east side of the parcel, at 15-foot centers;

4. Sedona red rock will be used for landscaping;
5. The porch will have the tan roof with rough-sawn posts;
6. Wainscoting will be 3 feet in height in moss-covered sandstone;
7. The roll-up doors will be desert tan in color.

STAFF PRESENTATION

Jenkins advised the Board that the applicant received a grading permit for the project; certain stipulations were subsequently imposed by the town Engineer. The applicant plans to place a maintenance-mechanics shop on the subject property and submitted a conceptual design to Design Review on May 27th 2008, and has addressed suggestions from the Board regarding color and a rock fascia. Jenkins reviewed compliance with the required setbacks, the proposed lighting, parking and driveway accommodations, and landscaping.

PUBLIC HEARING OPEN

Applicant's Statement

Marlin Parker displayed examples of the construction and rock fascia materials, and discussed the items with the Board members.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Board Discussion

The Board discussed the long, white expanse of the building; Mr. Parker confirmed that any change to another color on the metal surface would be cost-prohibitive and not as durable as the original finish. Community Development Director Buckel provided a copy of the landscaping plan to the Board for review. The applicant agreed to plant additional trees to break up the white expanse, placing them with 12-1/2-foot centers; the Board subsequently agreed that the trees would be placed using 15-foot centers. There was also discussion on the design of the motion light fixtures; Mr. Parker said he would use whatever style the Board requested. Member Brinkman noted that the applicant has apparently complied with all the Board's requests made at the conceptual design review. There was also a brief discussion regarding screening of outdoor storage.

Chairperson Binick stated that although he supported the idea of the use of the building, he felt he could not support the project because the long, white expanse of the building is out of character for the area and could set an undesirable precedent.

8. Continued Discussion of Amendment 08-01 to Section 124: for the Planning and Zoning Ordinance and the Design Review Manual as directed by Council.

Director Buckel explained that the corrections or additions to the draft pursuant to prior discussions have been incorporated into the 2nd Draft, noted in red print, which was the first change, and blue print representing the subsequent change.

The Board reviewed and discussed at length the revisions that had been indicated. Further suggestions were made as follows:

Paragraph I. ADMINISTRATION AND PROCEDURES, Paragraph 5, amend, in part, as follows: "...authorized agent **SHALL** submit the....."

Paragraph I, 5.e), amend, in part, as follows: "...The Board shall require...."

Paragraph I, 7, add, indicated with underlining, as follows: "....project, an administrative extension of time may be....."

There were still some unresolved issues remaining, including the question of whether to establish design criteria for the Main Street district; it was agreed that further decisions would be made when a full Board is present.

Vice Chairperson Hough requested to be excused, and left the meeting at 4:58 p.m.

Buckel also reviewed the status of development of the visual library to be based on additional input and photographic examples from the members for possible inclusion in the library.

9. Board Informational Reports:

There were no Board informational reports.

10. Staff Report

There was no Staff report.

11. Adjournment

On a motion by Brinkman, seconded by Parrish, the meeting was adjourned at 5:12 p.m.



James Binick, Chairperson



Nancy Buckel, Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Design Review Board of the Town of Camp Verde during the Regular Session of the Design Review Board, Camp Verde, Arizona, held on the 22nd day of July 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 23rd day of Sept, 2008.



Margaret Harper, Recording Secretary-